



PARKS & RECREATION ADVISORY COMMISSION MINUTES

September 2, 2004

Attendees:

Parks and Recreation Advisory Commission Members

		Committee Membership
Lynn Crump, Chair	School Board	Future Visions Committee Greenway Advocacy
Dennis Harding, Vice Chair	Dale District	Budget Committee Athletics Committee Budget
Bob Terrell	Dale District	Chair, Athletics Activities Future Visions
Jack Griffin	Bermuda District	Future Visions Committee
Tim Mick	Bermuda District	Chair, Budget Committee Athletics Activities
Frank McDavid	Clover Hill District	Chair, Greenways Advocacy
Terry Minor	Clover Hill District	Budget, Athletics Activities
Earl Gee	Matoaca District	Budget, Future Visions
Ron Maxey	Midlothian District	Chair, Future Visions Greenways Advocacy

Absent:

Tim Russell	Matoaca District	Greenways Advocacy Budget, Athletics Activities
Hadi YazdanPanah	Midlothian District	Athletics Activities, Future Visions

Parks and Recreation Staff

Mike Golden, Director * Budget Committee Liaison
 Lynell McClinton, Chief of Finance * Budget Committee Liaison
 Phil Innis, Assistant Director * Athletics Activities and Future Visions Liaison
 Bruce Dove, Assistant Director * Future Visions Committee Liaison
 Mark Askin, Chief of Parks
 Stuart Connock, Jr., Chief of Parks Design and Construction
 Jennifer Wampler, Planner, * Greenways Advocacy Committee Liaison
 Bill Carlson, Athletics Manager * Athletics Activities Liaison
 Rebecca Parker, Secretary

2004 Standing Committees

Budget	Future Visions	Athletics Activities	Greenway Advocacy
Tim Mick, Chair	Ron Maxey, Chair	Bob Terrell, Chair	Frank McDavid, Chair
Terry Minor	Bob Terrell	Terry Minor	Ron Maxey
Dennis Harding	Lynn Crump	Dennis Harding	Lynn Crump
Earl Gee	Earl Gee	Tim Russell	Tim Russell
Tim Russell	Hadi YazdanPanah	Tim Mick	
	Jack Griffin	Hadi YazdanPanah	

Background Checks Sub-Committee

Tim Mick, Chair
Hadi YazdanPanah
Jack Griffin

Citizens to Speak on Unscheduled Matters:

Dane Lewis	Mildred F. Burrell Complex at L.C. Bird Complex
Scott Southworth	Iron Bridge and Warbro Concessions

- I. **Lynn Crump, Vice-Chair, called the meeting to order at 7:00 p.m.**
- II. **Invocation:** Lynn Crump asked for a moment of silence for the children held captive by terrorists inside a school in Beslan, Russia.
- III. **Approval of Minutes:**
Tim Mick made the motion to approve the minutes as written. Bob Terrell seconded the motion. The motion passed with unanimous vote.
- IV. **Changes to Agenda:**
 - A *New Business* item will be brought forward by Dane Lewis, after the *Director's Remarks*.
 - Public Facility Assignments were moved to the October 7 meeting.
- V. **Parks and Recreation Director's Remarks:**

Mike Golden discussed the cleanup after Hurricane Gaston. The most seriously damaged area appears to be the Falling Creek Ironworks site. This damage is still being assessed, and federal funding for restoration will be sought. Falling Creek Apartments, located next to the easement recently obtained for a trail, received heavy damage. Mike asked Bruce to give a report on the cleanup efforts to date.

Bruce Dove advised that the main responsibility of the Parks and Recreation Department is to assist in keeping the roads open and to help man the Emergency Operations Center, in order to provide citizens access to information and services. Bruce reported that Parks' Crews began work at 7:00 a.m. Crews first assisted with opening the Meadowbrook Shelter. Reports of ten, downed trees were received and Crews finished removing them at about 3:00 a.m. By 7:00 a.m., another five trees were reported down and Crews were able to remove them, also. Damage Assessment teams was sent to the various sites. The future Falling Creek Park road damage is estimated at \$100,000.

Bruce advised that staff is prepared for Hurricane Francis, with 19 teams working two, twelve-hour shifts. There are four Damage Assessment teams organized. All equipment, except for trucks, is secured at the Central Shop.

Bruce advised Dennis Harding that the Falling Creek Dam was reported to be secure, except for erosion on one side of the Dam. Bruce explained that water levels were monitored and a very detailed evacuation plan would be activated if the water rose to a specific level.

Terry Minor commented on the quick response by VDOT to road closures in her area.

Change to Agenda – New Business Item:

Speaker:

Dane Lewis –
2338 Graceland Drive
Powhatan, VA 23139

Mr. Lewis, a former resident of Chesterfield County, spoke on behalf of the Chesterfield Youth Softball Association, The *Virginia USSSA Slow Pitch*, the *Virginia USSSA Fast Pitch* and the *Friends of "Millie."*

Mr. Lewis discussed the many contributions Mildred F. Burrell made to Chesterfield County youth. Mildred passed away on July 18, 2004. Mr. Lewis stressed how much Mildred will be missed and how important it is to make sure she is remembered. Mildred worked tirelessly for girls and youth sports. Mildred used her knowledge, experience, extraordinary leadership skills and her organizational skills to develop local, state and national programs for girls' youth softball. She was an outspoken advocate for girls and promoted youth scholarships. Mr. Lewis suggested re-naming the L.C. Bird Complex to the Mildred F. Burrell-L.C. Bird Complex and to build a 16' x 16' shelter in her honor, near the concession stand. Mildred spent many hours at this site, using a picnic table as her "*office*". Mr. Lewis provided a sketch of the shelter location and a written request to The Parks and Recreation Advisory Commission, Mike Golden, and the Chesterfield County Board of Supervisors.

Tim Mick confirmed that there were no previous plans to re-name the Complex.

Ron Maxey discussed the guidelines that had been developed by the Commission regarding re-naming requests to honor individuals. Lynn confirmed that one condition was that community support had to be

shown. Terry Minor said that she was sure anyone involved in youth sports in Chesterfield County knew of Mildred Burrell's contributions.

It was decided that this issue should go before the Board of Supervisors with a letter of recommendation from the Advisory Commission. Dennis Harding asked for a schematic on the shelter and Tim Mick discussed the costs involved (shelter \$10,000, -Robious shelters were \$30,000, but they are much larger). Signage was estimated at \$500-800). A *Friend of Millie* asked if costs could be put into the County budget. Mike Golden said that a source of funding might be the Board of Supervisors' discretionary funds. Lynn asked about the timeframe desired and received several suggestions: the date of the Youth USSSA tournament (named after Mildred) that takes place the third week in July; Bob Terrell suggested April 9th, opening day, when approximately 2,000 kids will be present, and Mildred's birthday, July 16. Tim Mick suggested to Mr. Lewis that a fast pitch tournament could be held as a fundraiser. Mr. Lewis advised he would be happy to direct a tournament in Mildred's honor.

Lynn assigned the issue to the Future Visions Committee and asked that the Committee, with input from Mike Golden, develop a framework for a letter to the Board of Supervisors and the School Board.

Mr. Lewis also requested that the backstops at L.C. Bird be extended up with screen netting in between the four youth fields. Mr. Lewis requested safety issues, in the foul-ball zone, during fast-pitch tournaments be addressed. Stuart Connock, Jr. advised Mr. Lewis' that Parks is working on this maintenance issue and costs to remedy the problem have been requested. Bruce Dove advised that the backstops in use now are standard high-school-level, softball backstops and Parks had received approval for the installation of this type of backstop.

VI. Committee Reports:

Greenways Committee

Frank McDavid said he was delighted to be the new Chairman and thanked everyone for their support. The Committee has met twice, once tonight and once before the last meeting. Parks and Recreation has supported a request to supply three to five of the most important issues that could be met short-term and long-term, before January 1, 2005. One goal is to combine the *American Cancer Society Relay for Life Walk-a-thons* with the *National Trail Ways* event, the first weekend in June and utilize the wonderful trail system in the Government Complex. Lighting and a place to put up the fundraising displays would be needed and an area would need to be marked. This would expose the great work in the Government Complex (walking trails, concrete walkways, lighting) and support an important cause.

Frank introduced Mark Endries, President of Green Infrastructure Group (GIG), a citizen based group interested in greenways and trails throughout the County. The Group is working toward co-sponsorship with Parks and Recreation. Mr. Endries read the GIG mission statement.

Promoting green infrastructure in Chesterfield County to establish a landscape for future generations that functions as well or better than it does today.

Mr. Endries advised that GIG is interested in sponsoring the American Cancer Society event described by Frank McDavid. The first weekend in June is *National Trails Day* and would provide the

opportunity to recognize the trails that are in the County. Mr. Endries explained his inspiration came from observing the positive impact that trails have made in the communities located in the Raleigh/Durham area in North Carolina; he is eager to see Chesterfield communities enjoy the same advantage. Lynn thanked Mr. Endries for his work with GIG and speaking to the Commission.

Frank McDavid asked that knowledgeable staff from Parks and Recreation meet with representatives of the American Cancer Society to discuss the possibility of hosting this event. Tim Mick recommended that the Greenways Committee review their plans with Mike Golden for guidance.

Frank McDavid expressed his appreciation for the opportunity to continue to serve the Commission, the Greenways Committee and the Community.

Budget Committee: - Did not Meet

Future Visions Committee:

Hall of Fame Monuments

Ron Maxey advised that the Committee did meet and confirmed that the monuments are almost finished. Ron said he would provide Bruce Dove with input on the location for the monument at Huguenot Park.

Lynn said that it is important that a PRAC member be present for the ceremonies. If this is not possible, she requested that she be notified. Lynn also asked if one, annual date could be set for future ceremonies. Phil Innis said that five ceremonies would be held this year, but in the future, the ceremonies will be combined into one, with all Supervisors invited to attend this one ceremony.

Phil reported the progress made on scheduling ceremonies with the Board of Supervisors and recipients.

Schedule

Bermuda – Ray Heavner – Thursday, October 7 at R. Garland Dodd Park (near concession)
Clover Hill –Jose’ Sanchez –Tuesday, October 12 – at Rockwood Park (plaza area in front of concession)

Dale- James (Punky) Lumpkin – in December (no date) at Harry G. Daniel Park (near Playground)

Matoaca – Ralph Bolling- at Matoaca Park in October - (at concession stand) (coordinating date with Mr. Bolling’s schedule)

Midlothian – Pat Burkes – award will be given posthumously at Huguenot Park - No date – Working with Mr. Barber on his schedule. * Final location has not been decided.

Please see the following **Schedule of Events in October** that includes Monument Ceremony Information.



EVENT INFORMATION FOR OCTOBER 2004

DATE	TIME	EVENT
Thursday, October 7	4:00 p.m.	Volunteer Monument Ceremony at R. Garland Dodd Park at Point of Rocks for Ray Hevener
Thursday, October 7	7:00 p.m.	Parks and Recreation Advisory Commission Meeting at the Central Library
Saturday, October 9	7:00 p.m.	Volunteer Monument Ceremony at Matoaca Park for Ralph Bolling
Tuesday, October 12	4:00 p.m.	Volunteer Monument Ceremony at Rockwood Park for Jose Sanchez
Saturday, October 16	2:00 p.m.	Mid-Lothian Mines Park opening at Mid-Lothian Mines Park
Monday, October 18	5:00 p.m.	Volunteer Monument Ceremony at Huguenot Park for Pat Burkes
Sunday, October 24	Noon– 4:00 p.m.	Falling Creek Ironworks Tour at Falling Creek Ironworks site

FOR MORE INFORMATION ON ANY OF THESE EVENTS, PLEASE CONTACT PARKS AND RECREATION AT (804) 748-1623.

NOTE: If any Parks and Recreation Advisory Commission member would like to speak at the volunteer ceremonies, please advise Phil Innis at (804) 748-1121.

Athletics Committee:

Disc Golf

Chairman Bob Terrell advised that he had talked with church groups and various organizations and found that they are very enthusiastic about the possibility of a disc golf course. Bob confirmed that disc golf was not a fad and had been around for many years.

Stuart Connock advised that Mr. Joe Oley had prepared a new proposal before he finished his internship and returned to Radford. He has maps, signage and cost estimates. The volunteer labor force is still

available. Stuart said that there was no money in the CIP to develop this site. Ron Maxey said one approach could be for him to have a preliminary meeting with Mr. Barber to discuss funding.

Tim Mick confirmed the layout of the course had not changed and the only change was the reduction in cost of \$1,000, for a total of \$6,600.

Terry Minor summarized this proposal:

- Requires a relatively small amount of money
- Satisfies citizen requests
- Easily removed
- Does not interfere with future land use plans

Bruce Dove suggested that a statement should be included in the letter of agreement stating that the land could be developed for a different use in the future.

Bob Terrell made the motion to endorse the plan for the Disc Golf course as Stuart Connock, Jr. presented it, with the stipulated letter of agreement for future development. Dennis Harding seconded the motion. Tim Mick confirmed there was no funding for the project. Ron advised that funding could be requested from the discretionary funds of all Board members. Jack Griffin discussed the possibility of a walking trail along the creek. Stuart advised that Disc Golf was compatible with a trail and there was funding in the CIP. Signage would advise about Disc Golf. Jack Griffin asked about whether the one-acre pond would have to be fenced, since the pond at First Tee was fenced. Bruce said the First Tee pond was actually a BMP issue and not a liability issue. **There was no further discussion and the motion passed with unanimous vote.** Lynn said the Athletic Committee would now decide how to use PRAC's endorsement.

Decline in Dale/Bermuda Districts Participation in Youth Sports

Bob Terrell reported that the Honorable Kelly Miller, Dickie King, Dennis Harding, Sherman Litton, Brad Hammer, Mike Golden and Phil Innis met on August 23 to discuss this important issue. Bob said that other localities would be contacted in order to find out how they have dealt with similar situations. Dennis Harding said that initial inquiries he made, with managers of various apartment complexes, revealed there had been a large influx of Spanish speaking population and transients in these districts. Due to language and culture barriers, there were *fear factors* and literacy issues involved. Dennis said a possible source of communication with these groups would be the Spanish radio stations. Lynell McClinton suggested that Michael Zajur, with the Virginia Hispanic Chamber of Commerce could be of assistance. Future meetings will be held with youth services, community police, human services, athletic associations, league representatives, PRAC members, County Administration and Parks and Recreation representatives. ¹These representatives will develop plans to address the decline in youth sports participation, initially focusing on identifying the problem and the possible process for solution in the Dale and Bermuda districts.

Background Checks Committee

Phil Innis displayed the new portable fingerprinting machine that hooks into a laptop computer. The fingerprinting process takes about twenty-seconds. The applicant shows picture ID and fills out a form.

¹ A meeting is scheduled for September 20, 2004, at 7:00 p.m., at the Bensley Community Building.

The operator enters the name and social security number of the applicant and the applicant places his/her fingers on a non-ink pad. The software instructs the applicant/operator how to complete the process. Phil advised that the machine would be shipped out for any needed repairs, with a 24-hour turnaround. Tim Mick confirmed that the forms would be on the Website.

Chair, Tim Mick noted that there was a public hearing tonight on Criminal Background Checks fingerprinting. After this hearing, the PRAC recommendation will be sent to the Board of Supervisors, who will then decide the direction.

VII. Hearing of Citizens on Unscheduled Matters

Scott Southworth, Deputy Commissioner of ASA, County Resident and Umpire
Concessions at Iron Bridge Park and Warbro Complexes

Mr. Southworth thanked Parks and Recreation for their work with scheduling fields around the rainy weather and praised them for their cooperation.

Mr. Southworth advised that his concern was the fact that there was no concession open for league play at Warbro on Monday's or tournament play at Iron Bridge. Eight leagues played at Warbro and 41 teams were at Iron Bridge – all with no concession available. Mr. Southworth said it was 95 degrees and children were not able to have refreshments. He advised that Henrico opened their concessions based on the number of fields in use. Mr. Southworth said 65% of the tournament participants are County residents that are not being served, and the County loses a lot of revenue. Phil Innis advised that the concessions were owned by the County and leased to adult co-sponsored groups. If the co-sponsored group did not open the concession, another group could operate a concession; however, the liability insurance is prohibitive - \$500,000 is needed. Bill Carlson confirmed that the sale of any refreshments – (one can of coke from a cooler) would require this insurance. Phil Innis pointed out that Henrico concessions are commercial operations. Dennis Harding suggested a meeting with the co-sponsored group to seek a solution. Lynn Crump suggested the possibility of organizing a group responsible for concession operations specifically for tournaments. Terry Minor said one issue previously discussed is that volunteers operate concessions and sharing of concessions is not easily organized. Phil Innis will invite the leaseholders at Warbro and Iron Bridge to meet and seek their input on a solution to this problem. Lynn assigned this issue to the Budget Committee, other interested members of the Athletic Activities Committee can also attend.

VIII. Old Business:

Mike Golden advised that the *Bond Referendum Presentation* will take place at the October 7 Parks and Recreation Advisory Commission Meeting and will last about twenty-minutes. Brochures will be available for mass distribution. One panel will feature Parks and Recreation. The primary purpose is to educate the public. Parks and Recreation Advisory Commission members are invited to attend presentations.

Stuart Connock distributed an *Update of Bond 2004*. Stuart described the methods that will be used to educate the public. The County and School Board will prepare:

- Video

- Articles in the *County Comments*, *Observer* and other publications.
- Billboards
- Web Page
- Talk-show Formats

Also supporting educational efforts:

- Private Advocacy Groups
- Friends of Chesterfield Library and Schools
- County Presentation Teams to Speak about the Bond Program
(The Schools will prepare an Excel document and e-mail it to Bond Team members. Direct inquiries to Parks & Recreation at 748-1623 until the calendar can be placed on the website.)

Mike Golden requested recommendations from Co-sponsored Groups and PRAC for meetings and speakers.

Lynn asked about the flexibility as to where the Bond money could be spent. Bruce Dove advised that the citizens vote to give the Board of Supervisors permission to sell the Bonds. The last two Boards have not deviated from the spending recommendations. Stuart Connock said the projects listed in the Bond are developed through the CIP process and there is flexibility in the General Parks and School Improvements. The Board of Supervisors usually follows the recommendations, mindful of keeping trust with the voters.

IX. New Business: None

X. Reports:

Construction Status Report

Stuart provided the Construction Status Report. Stuart advised Ron Maxey that the documents for re-bidding the tennis courts at James River High School were ready and waiting on the Purchasing Department's schedule.

Co-sponsored Groups

Phil Innis advised that the Ettrick Sports Association, offering girls basketball, had met requirements for Co-sponsorship and approval was recommended. Bill Carlson advised that Darrel Ruff had been contacted about the boundary issue. **Tim Mick made a motion to approve co-sponsorship. Frank McDavid seconded the motion. Tim Mick confirmed that no other groups needed to be contacted. There was no further discussion and the motion passed with unanimous vote.**

Infield Maintenance Report: No Report

XI. Public Hearing:

National Criminal Background Check

Tim Mick opened the public hearing and called for public input.

Tish Schrock – Tournament Director, **Richmond Kickers**

Ms. Schrock described the multi-state criminal background check currently in use by the **Richmond Kickers**. This system is in use all over the east coast and does not involve fingerprinting. She expressed her approval of the proposed National Criminal Background Checks that involved fingerprinting. Frank McDavid expressed his appreciation for Ms. Schrock's coaching expertise, as she is his granddaughter's coach.

There was no further public discussion and Tim Mick moved to close the public hearing. Terry Minor seconded the motion. There were no objections and the hearing was closed.

Jack Griffin asked that a motion be made to make the recommendation to the Board of Supervisors on the Criminal Background Checks fingerprinting. **Tim Mick moved that the recommendation of fingerprinting for Criminal Background Checks be made to the Board of Supervisors, with review after their remarks. There was no further discussion. Bob Terrell seconded the motion. The motion passed with unanimous vote.**

XII. Agenda Items for Thursday, October 07, 2004:

- Indoor Facilities
- Bond Referendum
- Committee Reports – Athletics and Budget

***Tim Mick asked that the minutes reflect the appreciation of the Parks and Recreation Advisory Commission to Walt Heyer and the staff of Henricus Park for hosting the August PRAC meeting and providing an educational tour of the historical venues.**

XIII. Meeting adjourned at 9:05 p.m.

Minutes respectfully submitted by Rebecca Parker

The next meeting will be held on Thursday, October 07, 2004, at Central Library.